

BOARD OF LEGAL DOCUMENT PREPARERS

Meeting Agenda – Monday, June 3, 2019

Arizona Supreme Court -1501 West Washington Street
Phoenix, Arizona 85007 – 10:00 A.M. – Conference Room 109
General Inquiries Call: (602) 452-3378 (Certification and Licensing Division Line)
Members of the Public May Attend Meeting in Person

For any item listed on the agenda, the Board may vote to go into Executive Session for advice of counsel and/or to discuss records and information exempt by law or rule from public inspection, pursuant to the Arizona Code of Judicial Administration, Code Section 1-202(C).

CALL TO ORDER.....Mary Carlton, Chair

1) REVIEW AND APPROVAL OF MEETING MINUTES.....Mary Carlton, Chair

1-A: Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of January 28, 2019.

2) PENDING COMPLAINTS.....Division Staff

2-A: Review, discussion and possible action regarding complaint number 18-L011 involving certificate holder David Lerma.

3) INITIAL CERTIFICATION AND ELIGIBILITY.....Division Staff

3-A: Review, discussion and possible action regarding the following applications for initial, individual, business entity legal document preparer certification:

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|--------------------------|------------------------------------|
| 1. Jessica Kerber | 11. Michelle Sandoval |
| 2. Pamela Goodrich-Boggs | 12. Arizona Diamond Documents, LLC |
| 3. Jonathan Bonhoff | 13. Elizabeth Angel |
| 4. Keith Reed | 14. Ajo Desert Frontiers, LLC |
| 5. John Kizzire | 15. Be Vang |
| 6. Carolyn Murphy | 16. Diane Avis |
| 7. Michael Hendrix | 17. Richard Taylor |
| 8. Theodore Picou | 18. Maria Alcala |
| 9. Leslie Ramirez | 19. Aaron Gordon |
| 10. Nancy Geraldo-Luna | 20. Daniel Pero Sr. |

4) RENEWAL CERTIFICATION APPLICATIONS.....Division Staff

4-A: Review, discussion and possible action regarding the following applications for renewal of individual and/or business entity legal document preparer certification:

1. Pompa Enterprises, LLC
2. Titan Lien Services, LLC
3. Scott Boyer
4. Johanna Fierstein
5. Wendy Byford
6. Your Entity Solutions, LLC

4-B: Review, discussion and possible action regarding continuing education requirements for certificate holder, Tara Tracy.

5) CERTIFICATION AND ELIGIBILITY.....Division Staff

5-A: Review, discussion, and possible action regarding request for inactive status from certificate holders, Mark Lepire and Northstar Management Group Inc.

5-B: Review, discussion, and possible action regarding request for inactive status from certificate holder, Aubree Roach.

5-C: Review, discussion, and possible action regarding request for inactive status from certificate holder, Brandi Scott.

5-D: Review, discussion, and possible action regarding request for inactive status from certificate holder, Elizabeth Dragoset.

5-E: Review, discussion, and possible action regarding request for inactive status from certificate holder, Dawn Snead.

6) ADMINISTRATIVE ISSUES.....Division Staff

6-A: Update concerning Task Force on Delivery of Legal Services.

CALL TO THE PUBLIC.....Mary Carlton, Chair

ADJOURN Mary Carlton, Chair

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1) REVIEW AND APPROVAL OF MEETING MINUTES

I-A: Review, discussion, and possible action regarding approval of the regular session minutes of the meeting of January 28, 2019.

A draft of the regular session minutes for the meeting of January 28, 2019, has been provided for the Board's review and consideration.

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2) PENDING COMPLAINTS

2-A: Review, discussion and possible action regarding complaint number 18-L011 involving certificate holder David Lerma.

Complainant Sandoval retained Mr. Lerma to prepare immigration documents. Complainant paid Mr. Lerma “up front” for the document preparation which Complainant claims he was told would be a quick and easy process. Complainant asserts Lerma mislead him concerning how long it would take to prepare the documents and that Mr. Lerma never completed anything.

Mr. Lerma claims Complainant was a difficult client to work with and continuously changed his mind about the type of documents he requested. Mr. Lerma asserted that by changing his mind, Complainant required additional document preparation and additional requests for supporting documentation. Mr. Lerma asserts this resulted in a delayed process.

Complainant terminated Mr. Lerma’s services and requested a refund. Mr. Lerma and Complainant agreed to a partial refund.

Staff presented this matter to the Probable Cause Evaluator who determined that probable cause did not exist.

Recommendation:

It is recommended the Board accept the finding of the Probable Cause Evaluator and enter a finding David Lerma has not committed the alleged act(s) of misconduct as detailed in the Investigation Summary and Allegation Analysis Report in complaint number 18-L011.

It is further recommended the Board dismiss complaint number 18-L011.

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3) INITIAL CERTIFICATION AND ELIGIBILITY

3-A: Review, discussion and possible action regarding the following applications for initial individual and business entity legal document preparer certification and business entity exemption requests:

1. Jessica Kerber applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted complete application demonstrating that she meets the minimum education and experience requirements.

It is recommended initial legal document preparer certification be granted to Jessica Kerber with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

2. Pamela Goodrich-Boggs applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted complete application demonstrating that she meets the minimum education and experience requirements.

It is recommended initial legal document preparer certification be granted to Pamela Goodrich-Boggs with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

3. Jonathan Bonhoff applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating he meets the minimum education and experience requirements.

It is recommended initial legal document preparer certification be granted to Jonathan Bonhoff with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

4. Keith A. Reed applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that he meets the minimum education and experience requirements. Mr. Reed disclosed a Maricopa County 2003 civil dispute wherein he was the plaintiff. Per Division files, Mr. Reed is a prior certificate holder from 2008 with no complaint history.

It is recommended initial legal document preparer certification be granted to Keith A. Reed with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

5. John Kizzire applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating he meets the minimum education and experience requirements.

Mr. Kizzire disclosed a number of civil matters where he was named either as a plaintiff or defendant. These matters are related to investments in judicial property tax lien foreclosures.

It is recommended initial legal document preparer certification be granted to John Kizzire.

6. Carolyn Murphy applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements. Ms. Murphy disclosed a 1998 bankruptcy and a 2000 dissolution of marriage and 2015 orders of protection related to her prior spouse. During the background check additional civil matters in Maricopa County Superior Court were found regarding Ms. Murphy that were not disclosed: 1998 dissolution of marriage, 2006 automobile accident civil suit, 2006 and 2007 civil suits concerning real property.

Ms. Murphy advised that DR1998-092664 was a filing for divorce from her now ex-husband that resulted in reconciliation and dismissal. As noted prior, Ms. Murphy did disclose a subsequent dissolution of marriage DR2000-094432 after reconciliation efforts failed.

Division inquired as to non-disclosure CV2006-003156 and Ms. Murphy advised this was related to a civil suit wherein she was the defendant as a result of a traffic collision that occurred near Arizona Avenue and Southern. The matter was resolved through arbitration.

Non-disclosures CV2006-092397 and CV2007-011581 involved real property. Ms. Murphy advised these cases were consolidated, and she and her estranged husband were the plaintiffs. Ms. Murphy explained they filed suit against an individual to recover monies related to the sale of their prior residence. This matter was settled and dismissed in 2008.

Ms. Murphy apologized for the non-disclosures and assured Division they were not intentional and recognizes the importance of such.

It is recommended initial legal document preparer certification be granted to Carolyn Murphy with standard non-disclosure language and with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

7. Michael Laurin Hendrix – information and recommendation provided at the meeting.

8. Theodore Picou applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that he meets the minimum education and experience requirements.

It is recommended initial legal document preparer certification be granted to Theodore Picou with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

9. Leslie Ramirez applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements. Applicant disclosed a 2012 dissolution of a non-covenant marriage with minor children and a 2009 theft by credit card.

Leslie Ramirez was previously denied certification by the Board on November 28, 2016 for her lack of candor and remorse regarding a 2009 theft by credit card incident. Division reviewed the Avondale Police report taken regarding the credit card incident and it revealed applicant, while working at a restaurant in Peoria, gained access to credit card information of customers, and then ordered clothing items on-line for herself that were delivered to her mother's residence in Avondale. Applicant's criminal matter was initially charged as a felony, CR2009-166315, however, through a plea agreement applicant plead to a lesser offense that would deem her crime a misdemeanor once she successfully completed probation, which she did. Applicant also applied for and successfully obtained a motion to set aside judgement from the court in 2012.

On April 11, 2019 Division conducted an in-person interview with applicant Leslie Ramirez. Applicant advised that she has matured since the 2009 incident and recognized that in hindsight, she understood why her initial application was denied, and conceded she was not forthcoming to the Board regarding the credit card incident.

Applicant Ramirez advised she worked for two years at Phillips Law Group as a legal assistant and 8 months for Joel Black Esq., as a legal assistant. She currently works for the Fresh Start Women's Foundation as a Family Law Support Coordinator and is attending classes through University of Phoenix majoring in Business.

Applicant Ramirez stated part of her duties are to gather intake documents from clients and forward them to the Women's Foundation's on sight CLDP Edna Gomez-Green who is also her supervisor. Division confirmed Ms. Green is a current CLDP #80532. Applicant advised that if the Board approves her for certification, she intends to continue working at the Women's Foundation and as an LDP, prepare legal documents for clients of the Foundation.

Division interviewed Edna Gomez-Green. Gomez-Green advised she hired applicant in 2013 and described her as having accepted her actions when she was younger. Gomez-Green advised the Women's Foundation has so much confidence in applicant Ramirez that they again paid her LDP application fee's, just as they had done when she previously applied, and the Board denied her certification.

It is recommended initial legal document preparer certification be granted to Leslie Ramirez.

10. Nancy Geraldo applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements.

Applicant recently resigned her position as a legal assistant for Deason Garner Law Firm in Yuma where she had been employed for the past ten years. Lawrence Deason Esq., and Shawn

Garner Esq., spoke highly of her abilities as the firm's legal assistant and there are two additional character letters in her file as well. Furthermore, applicant has held a verified Real Estate license from the Arizona Department of Real Estate since 2009.

Applicant disclosed a bankruptcy filing in 2010. Applicant further disclosed a 2002 minor in possession and a 2005 DUI, and that in January 2007 the Yuma County Superior Court terminated her employment as a courtroom bailiff during her probationary period after a family member had been arrested.

Division interviewed the applicant telephonically and she clarified the incident that in February of 2007, her husband was arrested for drug trafficking, however she was not a part of his activities.

Division conducted further investigation and contacted the law enforcement agency that investigated the applicant's husband in 2007. Division was advised the applicant was not involved in drug trafficking that lead to her husband's arrest, nor had she benefited from any illegal drug proceeds.

It is recommended initial legal document preparer certification be granted to Nancy Geraldo-Luna.

- 11. Michelle Sandoval
- 12. Arizona Diamond Documents, LLC

Michelle Sandoval applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements.

Applicant provided numerous disclosures and was personally interviewed by staff on March 25, 2019. Most of applicant's disclosures are related to contentious family issues that have included primarily her immediate family and ex-spouse who is the father of her children. Applicant has been arrested twice for family related misdemeanor assault/domestic violence and disturbing the peace charges in 2008 and 2012 respectively. Disclosures with notarized affidavits by the applicant were provided and are described as follows:

2002 - Applicant was asked by a friend to put the electric bill of an apartment in her name as her friend did not qualify. Applicant agreed to do so, and Tucson Electric Power Company filed a lawsuit for payments in arrears of approximately \$200.00.

2005 - Applicant voluntarily accepted Guardianship of her (13) year old brother.

2008 - Applicant was charged on December 6, 2008 with misdemeanor assault/domestic violence as a result her slapping her estranged husband on the face during an argument in the parking lot of Tucson Medical Center. Applicant plead guilty and was placed on 12 months of unsupervised probation where she completed her probationary term and

successfully completed Anger Management classes. Applicant filed a motion to set aside judgement and the conviction was set aside on August 16, 2016.

2010 - Applicant filed for dissolution of marriage.

2010 - Applicant filed for an Order of Protection on July 29, 2010 because of alleged continual verbal and email harassment by her estranged husband.

2010 - Applicant filed for and was granted Orders of Protection against her sister and her natural father, as both had entered applicant's place of employment and threatened her.

2012 - Applicant was arrested and charged with Assault/DV on October 22, 2012 because of an altercation with her mother and sister, who live next door to one another.

An argument occurred and all three began yelling and physically fighting with one another. The State dismissed the case, however applicant petitioned for OOP's against her sister and mother that were granted.

Applicant advised that she has worked as a legal assistant for Thrush Law Firm in Tucson for 14 years and is still currently employed there. Applicant now desires to become a certified LDP and utilize a business entity of Arizona Diamond Documents, LLC. Applicant asserts that the family matters described above are behind her and she has since remarried.

Division verified the character references she submitted. Both Bradly Thrush, Esq. and Brian Kimminau, Esq. verified her employment, and her growth both personally and professionally, and highly recommend applicant be approved for certification as an LDP. Mr. Thrush advised that he hired applicant in 2005 as a receptionist and within the year moved her into the position of legal assistant.

It is recommended initial individual legal document preparer certification be granted to Michelle Sandoval and initial business entity legal document preparer certification be granted to Arizona Diamond Documents, LLC.

13. Elizabeth Angel applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements.

Applicant has been working as an LDP trainee under the supervision of Ms. Patricia Stewart LDP #80297 for the minimum two years consistent with ACJA 7-208(f)(5).

It is recommended initial legal document preparer certification be granted to Elizabeth Angel with an effective date of July 1, 2019 pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

14. Ajo Desert Frontiers, LLC applied for initial business legal document preparer certification. Jack Utter is listed as the designated principal. Ajo Desert Frontiers has also

applied for a business entity exemption. The company is in good standing with the Arizona Corporation Commission and has no other legal document preparers or trainees listed on the application.

It is recommended initial business entity legal document preparer certification be granted to Ajo Desert Frontiers, LLC as well as approval of a Business Entity Exemption for the business with an effective date of July 1, 2019.

15. Be Vang applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements. Mr. Vang failed to disclose a 2010 bankruptcy that contained no adversarial proceedings. Mr. Vang stated that he thought the application was asking for matters that only went back seven years from the date of the application.

It is recommended initial legal document preparer certification be granted to Be Vang with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date. Division staff also recommends including the standard Non-Disclosure Language.

16. Diane Avis applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements. Ms. Avis disclosed a 1994 dissolution of marriage and a 2014 bankruptcy that contained no adversarial proceedings. Ms. Avis holds a Juris Doctorate degree from the University of Northern California Lorenzo Patino School of Law.

It is recommended initial legal document preparer certification be granted to Diane Avis with an effective date of July 1, 2019, with the cautionary language below:

On March 25, 2019, the Board of Legal Document Preparers granted your application for certification. In doing so, the Board instructed Staff to caution you concerning the terms of ACJA § 7-208(J)(5)(c) which prohibits the use of the terms JD, Esq., law office or other similar terms.

17. Richard Taylor applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that he meets the minimum education and experience requirements. Mr. Taylor is currently an active attorney in good standing within the U.S. Virgin Islands and holds a Juris Doctorate degree from the University of Denver College of Law.

Mr. Taylor disclosed a 1998 misdemeanor conviction in Vermont for failing to pay child support. At the time of the incident Mr. Taylor was a practicing attorney for the state of Vermont and the U.S. Virgin Islands. Due to the incident, Mr. Taylor was suspended for 6 months in both jurisdictions. Mr. Taylor complied with all the terms that were outlined in his

suspension to include the Vermont child support orders and was re-admitted to the U.S. Virgin Island's State Bar.

Mr. Taylor's criminal matter and suspensions occurred over 20 years ago, and he has not incurred any criminal charges or convictions since that time. Mr. Taylor has also not incurred any new disciplinary sanctions against his state bar license since his reinstatement.

It is recommended initial legal document preparer certification be granted to Richard Taylor with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date and including the cautionary language below:

On March 25, 2019, the Board of Legal Document Preparers granted your application for certification. In doing so, the Board instructed Staff to caution you concerning the terms of ACJA § 7-208(J)(5)(c) which prohibits the use of the terms JD, Esq. law office or other similar terms. As a member of the US. Virgin Islands' State Bar, the Board's certification actions are not intended to address any responsibilities or ethical obligations you may have as a licensed member.

18. Maria Alcala applied for initial legal document preparer certification. The applicant successfully passed the program examination and has submitted a complete application demonstrating that she meets the minimum education and experience requirements. Ms. Alcala failed to disclose a dissolution of marriage in her application. Ms. Alcala stated that one of the reasons why she failed to disclose the petition for dissolution in her application was because the case had been dismissed and she did not think about it.

It is recommended initial legal document preparer certification be granted to Maria Alcala with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date and including the standard Non-Disclosure Language.

19. Aaron Gordon applied for initial legal document preparer (LDP) certification. The applicant successfully passed the LDP program's examination and has submitted a complete application demonstrating that he meets the minimum education and experience requirements. Mr. Gordon was denied by the Board on May 22, 2017, for failing to disclose three civil cases.

In his 2018 LDP application, Mr. Gordon disclosed a 1999 civil case in which he was listed as a defendant for breach of contract, a 2002 bankruptcy that contained no adversarial proceedings, a 2013 justice court case involving a tenant issue in which he is listed as a plaintiff, a 2005 child support matter and a 2014 transcription judgment case in which he is listed as a defendant regarding a small debt. Mr. Gordon failed to disclose a 1991 dissolution of marriage. Mr. Gordon stated that if the 1991 dissolution of marriage had not been brought to his attention he would not have ever remembered it.

Mr. Gordon disclosed four out of five matters that needed to be disclosed on his application with the lone non-disclosure being a dissolution of marriage that occurred over 27 years ago. Even

though the Division has concerns over his most recent non-disclosure, Mr. Gordon has expressed remorse and acknowledgment on the importance of disclosing information and how it has cost him the inability to practice as an LDP within the past year and a half.

It is recommended initial legal document preparer certification be granted to Aaron Gordon with the standard non-disclosure language with an effective date of July 1, 2019, pending positive confirmation by Division staff that the remaining \$325 application fee has been paid prior to that date.

20. Daniel Pero, Sr. applied for initial individual legal document preparer certification on April 10, 2018, and submitted an application that demonstrated he did not meet the minimum eligibility requirements for certification. Based on Mr. Pero, Sr.'s educational background, he would need to demonstrate that he had at least one year of law-related experience in one or a combination of the following situations:

- (i) Under the supervision of a licensed attorney;
- (ii) Providing services in preparation of legal documents prior to July 1, 2003;
- (iii) Under the supervision of a certified legal document preparer after July 1, 2003; or
- (iv) As a court employee

Mr. Pero, Sr.'s application states that he has three years of law related experience under an attorney which included two years while he was at law school, nine months as a paralegal with the V.A. and four months with Elite Classic Auction, LLC in which he was listed as a senior paralegal.

Initially Mr. Pero, Sr. asserted he met the experience requirements because he attended law school. Mr. Pero, Sr. did not graduate. The code requires graduation from law school. Attendance of law school does not meet the code requirements. After being notified about the deficiency, Mr. Pero, Sr. provided a written and oral statement to Division Staff stating that he had several months of legal experience from five separate organizations. Division was able to contact three out of the five organizations.

Mr. Pero, Sr. stated that he was a Senior paralegal for nine months with the Department of Veteran Services (VA). The H.R. department was able to confirm six months of paralegal work for Mr. Pero, Sr. and stated that he also worked as a Veteran Service Representative for three out of those nine months. However, that position did not require the preparation of legal documents. Mr. Pero, Sr. stated that he considered himself a paralegal when he worked as a Veteran Service Representative because the paperwork was similar to what he was doing when he was a paralegal for the VA.

Mr. Pero, Sr. stated on his application that he worked for Elite Classic Auction, LLC as a paralegal for four months. Elite Classic Auction, LLC confirmed to Division staff that Mr. Pero, Sr. was hired as a Senior Paralegal for their entity but did not prepare documents under an attorney, that he only spent 3-4 hours a week preparing legal documents on his own discretion and that the majority of the work he did consisted of running the company's day to day errands. The owner of Elite Classic Auction, LLC further stated that he did not believe Mr. Pero, Sr. even

knew the corporate attorney. During an interview with Division staff, Mr. Pero, Sr. stated that he met with the corporate attorney once a week while working with Elite Classic Auction, LLC but was unable to provide the attorney's name. Mr. Pero, Sr. stated that he is unsure as to why he and Elite Classic Auction, LLC had a different interpretation of his work and legal experience and that it could be attributed to the fact that they did not leave on good terms.

Mr. Pero, Sr. also stated that he was working with an attorney named Robert Bolton from the Office of Resolution Management for seven months. Mr. Bolton informed Division staff that he was not an attorney and never supervised Mr. Pero, Sr. and only handled his compliant/claim. During an interview with Division staff, Mr. Pero, Sr. stated that he thought Mr. Bolton was an attorney because he thought he got an email from Mr. Bolton stating he was an attorney and was going to handle his claim.

Mr. Pero, Sr. stated he worked three months for the Merit System Board under the supervision of an attorney but was unable to provide any contact information.

Mr. Pero, Sr. stated he recently worked for the Law Offices of Blake D. Gunn as a paralegal for about seven months. Attorney Blake D. Gunn did provide the Division a letter stating that Mr. Pero, Sr. had worked under his supervision from April 1, 2018 through October 31, 2018. Division staff sent additional employment verification questions to the law firm that, at the conclusion of the investigation, have remained unanswered. Some questions included pay records and proof of employment for the above listed dates. Mr. Pero, Sr. stated he worked as a volunteer and the only proof he had was a log he kept track of his time. In the time records Mr. Pero, Sr. showed time averages of about 33 hours a week for four months and averages of about 19 hours for the last three months. A person working a full-time job at 40 hours a week for six, four-week months would equate to 960 hours. Mr. Pero, Sr. provided 765 hours and would be deficient by 195 hours. The Division is disinclined to accept Mr. Pero, Sr.'s legal experience for this position as it was never mentioned during the investigation or interview and only brought up in November without any concrete evidence to support his claims of working during those specific timeframes. The Division also has concerns regarding Mr. Pero's representations as to his legal experience as he has already misled Division staff on three separate employment/experience matters.

Division has concerns regarding Mr. Pero, Sr.'s candor. He failed to disclose on his current application a prior denial from the Board of Legal Document Preparers. His prior denial was about four years from the date of his current application. Mr. Pero, Sr. stated that the denial had slipped his mind, declaring his omission as an oversight. Division staff, as described above, was provided misleading information from Mr. Pero, Sr. in relation to his work experience. Mr. Pero, Sr.'s statements contained multiple inaccuracies and were different than what was confirmed by Division staff from third party individuals and entities.

Based on the foregoing, it is recommended initial legal document preparer certification be denied to Daniel Pero, Sr., pursuant to ACJA § 7-201(E)(2)(c)(1), for failing to meet the qualifications and eligibility requirements as outlined in ACJA § 7-208(E), for making false or misleading oral or written statements to Division staff or the Board as outlined in ACJA § 7-201(E)(2)(c)(2)(b)(xiv) and for failing to disclose information on the certification application subsequently revealed through a background check pursuant to ACJA § 7-201(E)(2)(c)(2)(b)(xv).

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4) RENEWAL CERTIFICATION APPLICATIONS

4-A: Review, discussion and possible action regarding the following applications for renewal of individual and/or business entity legal document preparer certification:

1. Pompa Enterprises, LLC has submitted an application for renewal of standard legal document preparer business certification and business entity exemption extension. The application is complete, no information has been presented during a background review which is contrary to standard certification renewal being granted and the certificate holder has demonstrated they meet the minimum eligibility requirements for standard certification.

It is recommended renewal of standard certification and business entity exemption extension be granted to Pompa Enterprises, LLC.

2. Titan Lien Services, LLC has submitted an application for renewal of standard legal document preparer business certification. The application is complete, no information has been presented during a background review which is contrary to standard certification renewal being granted and the certificate holder has demonstrated they meet the minimum eligibility requirements for standard certification.

It is recommended renewal of standard certification be granted to Titan Lien Services, LLC.

3. Scott Boyer applied for renewal of standard legal document preparer certification. The application is complete. The applicant answered “No” to the Applicant Background Information questions on the renewal application.

A civil complaint, CV2015-008570 was found. When asked, Boyer said that he completely forgot about the accident, that he was served and knew about the civil action, but his insurance handled the matter. He apologized for his forgetfulness concerning an accident where he was at fault.

It is recommended renewal of standard certification be granted to Scott Boyer with non-disclosure language.

4. Johanna Fierstein applied for renewal of standard legal document preparer certification. The application is complete, and the applicant’s background has been investigated for the renewal period.

Ms. Fierstein disclosed she had not timely completed her CE. Although the completions would have been untimely, staff suggested Ms. Fierstein complete her CE. Ms. Fierstein has failed to do so and has represented to staff that she will not complete her CE requirement.

Given Ms. Fierstein’s refusal to comply with CE requirements, it is recommended renewal of standard certification be denied to Johanna Firestein.

5. Wendy Byford
6. Your Entity Solutions, LLC

Wendy Byford applied for renewal of standard individual certification as well as renewal of standard business entity certification for You Entity Solutions, LLC. In review of this renewal file, the applicant Wendy Byford, disclosed that in 2015 she and multiple companies had been named as defendants in a civil suit wherein a Mr. Frank Slobig (now deceased) and his wife Judith Slobig, alleged Byford and her company, Your Entity Solution, as a legal document preparer, was part of a scheme to defraud them. The suit alleged a company named DEAUS Financial, LLC charged excessive fees to consumers to help them set up internet business packages, and Byford's company filed the LLC legal documents for their customer.

Byford, disclosed the lawsuit in her application for renewal. Byford advised she was in an independent contractor and had a contract agreement with DEAUS to provide legal document preparation services for its customers, and the matter has since been settled by DEAUS.

On January 29, 2019 Division conducted a telephonic interview with attorney Chris Langdon Esq., who represented the plaintiff's Frank and Judith Slobig with the civil suit filed against multiple defendants, inclusive of LDP Wendy Byford and her company Your Entity Solutions LLC (YES).

Langdon confirmed the information provided by Wendy Byford and that he represented the plaintiff's through settlement. Division asked if Byford and/or her company were major stakeholders regarding the allegations made by the plaintiff's. Langdon stated neither Byford, nor her company, were major defendant(s) as it was determined she was an independent contractor who prepared LLC legal documents for customers of DEAUS to assist them with a home internet business set up. Langdon said no evidence was uncovered to suspect that she breached her duties as a legal document preparer.

On January 30, 2019, Division telephonically interviewed certificate holder Wendy Byford. Byford and her husband Gary Bauer, live and operate their business in Las Vegas, Nevada. Byford confirmed she disclosed to the Division the above described civil suit wherein she, Gary, and her company were named as defendants.

Byford confirmed that in the summer of 2015 that she and her husband Gary Bauer were named in a lawsuit, but she had done nothing more than prepare legal documents and filings for DEAUS clients. Byford said she was an independent contractor LDP and had a written contract with DEAUS to provide LDP services as an independent contractor. Division has reviewed the contract and confirmed this information. DEAUS also settled the civil lawsuit for \$18,000.00 in December 2015.

It is recommended renewal of standard certification be granted to Wendy Byford and Your Entity Solutions, LLC.

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4) RENEWAL CERTIFICATION APPLICATIONS

4-B: Review, discussion and possible action regarding continuing education requirements for certificate holder, Tara Tracy.

Information and materials provided at the meeting.

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5) CERTIFICATION AND ELIGIBILITY

5-A: Review, discussion, and possible action regarding request for inactive status from Mark Lepire and Northstar Management Group, Inc.

Mark Lepire was granted certification on September 26, 2011 and Northstar Management Group, Inc. was granted certification on January 23, 2012. On February 27, 2019, Mr. Lepire submitted a request for his personal and business certification to be placed on Inactive Status. Staff has confirmed there are no pending complaints filed against Mr. Lepire or Northstar Management Group, Inc.

It is recommended that the Board accept the request and place Mark Lepire, certification number 81321, and Northstar Management Group, Inc., certification number 81354 on Inactive Status.

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5) CERTIFICATION AND ELIGIBILITY

5-B: Review, discussion, and possible action regarding request for inactive status from Aubree Roach.

Aubree Roach was granted certification on September 26, 2011. On April 30, 2019, Ms. Roach submitted a request for her certification to be placed on Inactive Status. Staff has confirmed there are no pending complaints filed against Ms. Roach.

It is recommended that the Board accept the request and place Aubree Roach certification number 81333 on Inactive Status.

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5) CERTIFICATION AND ELIGIBILITY

5-C: Review, discussion, and possible action regarding request for inactive status from Brandi Scott.

Brandi Scott was granted certification on May 21, 2018. On May 16, 2019, Ms. Scott submitted a request for her certification to be placed on Inactive Status. Staff has confirmed there are no pending complaints filed against Ms. Scott.

It is recommended that the Board accept the request and place Brandi Scott certification number 81796 on Inactive Status.

BOARD OF LEGAL DOCUMENT PREPARERS

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5) CERTIFICATION AND ELIGIBILITY

5-D: Review, discussion, and possible action regarding request for inactive status from Elizabeth Dragoset.

Elizabeth Dragoset was granted certification on March 26, 2018. On May 9, 2019, Ms. Dragoset submitted a request for her certification to be placed on Inactive Status. Staff has confirmed there are no pending complaints filed against Ms. Dragoset.

It is recommended that the Board accept the request and place Elizabeth Dragoset certification number 81787 on Inactive Status.

BOARD OF LEGAL DOCUMENT PREPARERS

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5) CERTIFICATION AND ELIGIBILITY

5-E: Review, discussion, and possible action regarding request for inactive status from Dawn Snead.

Dawn Snead was granted certification on June 24, 2003. On May 20, 2019, Ms. Snead submitted a request for her certification to be placed on Inactive Status. Staff has confirmed there are no pending complaints filed against Ms. Snead.

It is recommended that the Board accept the request and place Dawn Snead certification number 80102 on Inactive Status.

BOARD OF LEGAL DOCUMENT PREPARERS

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6) ADMINISTRATIVE ISSUES

6-A: Update concerning Task Force on Delivery of Legal Services.

Staff will provide information at the meeting.